

**General Services Administration  
Federal Supply Service  
Authorized Federal Supply Schedule Price List**

*On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!™, a menu-driven database system. The Internet address for GSA Advantage!™ is: <http://www.gsaadvantage.gov>*

**Mission Oriented Business Integrated Services (MOBIS)**

**FSC Group: 874**

**Contract No.: GS-10F-0541P**

*For more information on ordering from Federal Acquisition Schedules, click here: [For Federal Agency Customers - Ordering From Schedules](#)*

**Contract Period: August 30, 2004 - August 29, 2019**



**Hilton Consulting Corporation**

**12642 Chapel Road, Suite H**

**Clifton, VA 20124**

**Telephone: (703) 266-1100**

**Fax: (703) 266-3226**

**<http://www.HiltonConsulting.com>**

**Business Size/Status: Small**

**Prices shown herein are NET (discount deducted).**

**Pricelist current through modification #PO-0018 dated August 30, 2014**



**Contract Holder**



## TABLE OF CONTENTS

GENERAL CONTRACT INFORMATION .....	1
ABOUT HILTON CONSULTING CORPORATION: .....	3
CONTRACT OVERVIEW .....	3
CONTRACT ADMINISTRATOR .....	3
MARKETING AND TECHNICAL POINT OF CONTACT .....	3
CONTRACT USE .....	4
CONTRACT SCOPE.....	4
INSTRUCTIONS FOR PLACING ORDERS FOR SERVICES BASED ON GSA SCHEDULE HOURLY RATES ....	5
BLANKET PURCHASE AGREEMENT.....	6
LABOR CATEGORY DESCRIPTIONS .....	7
HOURLY RATES FOR SERVICES .....	12

*Hilton Consulting Corporation - Enabling Better Business Decisions.*

## GENERAL CONTRACT INFORMATION

---

1a. Table of Awarded Special Item Numbers (SINs) - For a full description of the services visit: [GSA eLibrary](#)

- 874-1 / 874-1RC Integrated Consulting Services
  - 874-7 / 874-7RC Integrated Business Program Support Services
- 

*Our GSA MOBIS Contract GS-10F-0541P can also support state and local agencies under the following programs:*



- *Disaster Recovery Purchasing Program (Section 833 of the National Defense Authorization Act) – allows state and local governments to purchase products and services to facilitate recovery from a major disaster. This includes advance and pre-positioning in preparation for a disaster.*
- *Federal Grants During Public Health Emergencies (Section 319 of Public Health and Services Act)*

*Additional programs:*



- *American Recovery and Reinvestment Act (ARRA) – Hilton Consulting has accepted the Recovery Act clauses and is eligible to receive orders funded, in whole or in part, by the Recovery Act.*
- 

1b. Lowest Priced Model Number and Lowest Price: Please refer to our rates on page # [12](#)

1c. Labor Category Descriptions: Please refer to page # [7](#)

2. Maximum Order: \$1,000,000. *Agencies may place, and Contractor may, but is not obligated to honor, orders exceeding this limit*

3. Minimum Order: \$100

4. Geographic Coverage: Domestic Only

5. Point (s) of Production: Not Applicable

6. Discount from List Price: All Prices Herein are Net

7. Quantity Discounts: None Offered

8. Prompt Payment Terms: Net 30 days

9a. Government Purchase Card *is* accepted at or below the micro – purchase threshold.

9b. Government Purchase Card *is not* accepted above the micro – purchase threshold.

10. Foreign Items: None

11a. Time of Delivery: To Be Negotiated with Ordering Agency

11b. Expedited Delivery: To Be Negotiated with Ordering Agency

11c. Overnight and 2-Day Delivery: To Be Negotiated with Ordering Agency

11d. Urgent Requirement: To Be Negotiated with Ordering Agency

12. F.O.B. Point(s): Destination

## GENERAL CONTRACT INFORMATION *continued*

- 13a. Ordering Address: Hilton Consulting Corporation  
Attn: Steve Hilton/GSA Orders  
12642 Chapel Road, Suite H  
Clifton, VA 20124  
Fax: (703) 266-6565  
Email: [steve.hilton@hiltonconsulting.com](mailto:steve.hilton@hiltonconsulting.com)
- 13b. For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), are found in Federal Acquisition Regulation (FAR) 8.405-3.
14. Payment Address: Hilton Consulting Corporation  
Attn: Accounts Receivable/GSA Orders  
12642 Chapel Road, Suite H  
Clifton, VA 20124
15. Warranty Provision: Standard Commercial Warranty
16. Export Packing Charges: Not Applicable
17. Terms & Conditions of Government Purchase Card Acceptance: Contact Contract Administrator
18. Terms and conditions of rental, maintenance, and repair: Not Applicable
19. Terms and conditions of installation (if applicable): Not Applicable
20. Terms and conditions of repair parts indicating date of parts, price lists and any discounts from list prices: Not Applicable
- 20a. Terms and conditions for any other services (if applicable): Not Applicable
21. List of service and distribution points (if applicable): Not Applicable
22. List of participating dealers (if applicable): Not Applicable
23. Preventative maintenance (if applicable) Not Applicable
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants.): Not Applicable
- 24b. Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/) : Contact Contract Administrator for more information.
25. Data Universal Number System (DUNS) Number: 945452407
26. Hilton Consulting Corporation *is* registered in the System for Award Management (SAM) Database.

## **ABOUT HILTON CONSULTING CORPORATION:**

Hilton Consulting Corporation is a professional services firm dedicated to assisting corporate and government clients make strategically sound business decisions, implement them effectively, and measure the results – all with a view toward achieving dramatic improvements in operational and financial performance. We specialize in the management disciplines and technologies that enable informed decision-making and help transform our clients into lean, efficient, highly responsive, and well-managed business units. We're not merely business advisors. We're implementers.



## **CONTRACT OVERVIEW**

GSA awarded Hilton Consulting Corporation a GSA Federal Supply Schedule contract for Mission Oriented Business Integrated Services (MOBIS), Contract No. **GS-10F-0541P**. The contract began on 8/30/2004, and the current contract period is Option Period 2, **8/30/2014 – 8/29/2019**. GSA may exercise one additional 5 year option period. The contract allows for the placement of Firm Fixed Price or Time and Materials task orders using the labor categories and ceiling rates defined in the contract.

## **CONTRACT ADMINISTRATOR**

Steve Hilton  
Hilton Consulting Corporation  
12642 Chapel Road, Suite H  
Clifton, VA 20124  
Telephone: (703) 266-1100  
Fax: (703) 266-6565  
Email: [steve.hilton@hiltonconsulting.com](mailto:steve.hilton@hiltonconsulting.com)

## **MARKETING AND TECHNICAL POINT OF CONTACT**

Steve Hilton  
Hilton Consulting Corporation  
12642 Chapel Road, Suite H  
Clifton, VA 20124  
Telephone: (703) 266-1100  
Fax: (703) 266-6565  
Email: [steve.hilton@hiltonconsulting.com](mailto:steve.hilton@hiltonconsulting.com)

## **CONTRACT USE**

This contract is available for use by all federal government agencies, as a source for Mission Oriented Business Integrated Services (MOBIS), for worldwide use. Executive agencies, other Federal agencies, mixed –ownership Government corporations, and the District of Columbia; government contractors authorized in writing by a Federal agency pursuant to 48 CFR 51.1; and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Additionally, contractors are encouraged to accept orders received from activities within the Executive Branch of the Federal Government.

Our GSA MOBIS Schedule Contract GS-10F-0541P can also support state and local agencies under the following programs:



- Disaster Recovery Purchasing Program (Section 833 of the National Defense Authorization Act) – allows state and local governments to purchase products and services to facilitate recovery from a major disaster. This includes advance and pre-positioning in preparation for a disaster.
- Federal Grants During Public Health Emergencies (Section 319 of Public Health and Services Act)

Additional programs



- American Recovery and Reinvestment Act (ARRA) – Hilton Consulting has accepted the Recovery Act clauses and is eligible to receive orders funded, in whole or in part, by the Recovery Act.

## **CONTRACT SCOPE**

The contractor shall provide all resources including personnel, management, supplies, services, materials, equipment, facilities and transportation necessary to provide a wide range of professional services as specified in each task order.

Services specified in a task order may be performed at the contractor's facilities or the ordering agencies' facilities. The government will determine the contractor's compensation by any of several different methods (to be specified at the task order level) e.g., a firm-fixed price for services with or without incentives, labor hours or time-and-material.

The Special Item Numbers (SINs) available under this contract provide services across the full life cycle of a project. When task orders are placed, they must identify the SIN or SINs under which the task is being executed. Hilton Consulting Corporation has been awarded a contract by GSA to provide services under the following SINs:

- 874-1 / 874-1RC: Integrated Consulting Services
- 874-7 / 874-7RC: Integrated Business Program Support Services

Visit [GSA eLibrary](#) for descriptions of services provided under each SIN.

## INSTRUCTIONS FOR PLACING ORDERS FOR SERVICES BASED ON GSA SCHEDULE HOURLY RATES

GSA provides a streamlined, efficient process for ordering the services you need. GSA has already determined that **Hilton Consulting Corporation** meets the technical requirements and that our prices offered are fair and reasonable. Agencies may use written orders; facsimile orders, credit card orders, blanket purchase agreement orders or individual purchase orders under this contract.

If it is determined that your agency needs an outside source to provide Mission Oriented Business Integrated Service (MOBIS) services, follow these simple steps:

<b>Orders under the Micro-Purchase Threshold (\$3,000)</b>
<ul style="list-style-type: none"> <li>Select the contractor best suited for your needs and place the order.</li> </ul>
<b>Orders in-between the Micro-Purchase Threshold (\$3,000) and the Simplified Acquisition Threshold (\$150,000)</b>
<ul style="list-style-type: none"> <li>Prepare a SOW or Performance Work Statement (PWS) in accordance with FAR 8.405-2(b).</li> <li>Prepare and send the RFQ (including SOW and evaluation criteria) to at least <b>three</b> GSA Schedule contractors.</li> <li>Evaluate, then make a "Best Value" determination.</li> </ul> <p><b>Note:</b> The ordering activity should request GSA Schedule contractors to submit firm-fixed prices to perform the services identified in the SOW.</p>
<b>Orders over the Simplified Acquisition Threshold (\$150,000)</b>
<ul style="list-style-type: none"> <li>Prepare the RFQ (including the SOW and evaluation criteria) and post on eBay to afford all Schedule contractors the opportunity to respond, or provide the RFQ to as many Schedule contractors as practicable, consistent with market research, to reasonably ensure that quotes are received from at least <b>three</b> contractors.</li> <li>Seek price reductions.</li> <li>Evaluate all responses and place the order, or establish the BPA with the GSA Schedule contractor that represents the best value (refer to FAR 8.405-2(d)).</li> </ul> <p><b>Note:</b> The ordering activity should request GSA Schedule contractors to submit firm-fixed prices to perform the services identified in the SOW.</p>

<b>Developing a Statement of Work (SOW) or Performance Work Statement (PWS)</b>	<b>Preparing a Request for Quote (RFQ)</b>
<p>In the SOW, include the following information:</p> <ul style="list-style-type: none"> <li>Work to be performed,</li> <li>Location of work,</li> <li>Period of performance;</li> <li>Deliverable schedule, and</li> <li>Special standards and any special requirements, where applicable</li> </ul>	<ul style="list-style-type: none"> <li>Include the SOW and evaluation criteria;</li> <li>Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order;</li> <li>If preferred, request a performance plan from contractors and information on past experience; and include information on the basis for selection.</li> <li>May be posted on GSA's electronic RFQ system, e-Buy</li> </ul>

For more information related to ordering services:

- Go to <http://www.gsa.gov/schedules-ordering> and click "Ordering Information".
- Also see summary guidelines in the [Multiple Award Schedule \(MAS\) Desk Reference Guide, Ordering Procedures](#).

## **BLANKET PURCHASE AGREEMENT**

Ordering activities may establish BPAs under any schedule contract to fill repetitive needs for supplies or services. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPAs and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). In determining how many BPAs to establish, consider:

- The scope and complexity of the requirement(s);
- The need to periodically compare multiple technical approaches or prices;
- The administrative costs of BPAs; and
- The technical qualifications of the schedule contractor(s).

Establishment of a single BPA, or multiple BPAs, shall be made using the same procedures outlined in 8.405-1 or 8.405-2. BPAs shall address the frequency of ordering, invoicing, discounts, requirements (*e.g.* estimated quantities, work to be performed), delivery locations, and time.

When establishing multiple BPAs, the ordering activity shall specify the procedures for placing orders under the BPAs.

Establishment of a multi-agency BPA against a Federal Supply Schedule contract is permitted if the multi-agency BPA identifies the participating agencies and their estimated requirements at the time the BPA is established.

Ordering from BPAs:

- Single BPA. If the ordering activity establishes one BPA, authorized users may place the order directly under the established BPA when the need for the supply or service arises.
- Multiple BPAs. If the ordering activity establishes multiple BPAs, before placing an order exceeding the micro-purchase threshold, the ordering activity shall:
  - Forward the requirement, or statement of work and the evaluation criteria, to an appropriate number of BPA holders, as established in the BPA ordering procedures; and
  - Evaluate the responses received, make a best value determination (see 8.404(d)), and place the order with the BPA holder that represents the best value.

BPAs for hourly rate services. If the BPA is for hourly rate services, the ordering activity shall develop a statement of work for requirements covered by the BPA. All orders under the BPA shall specify a price for the performance of the tasks identified in the statement of work.

Duration of BPAs. BPAs generally should not exceed five years in length, but may do so to meet program requirements. Contractors may be awarded BPAs that extend beyond the current term of their GSA Schedule contract, so long as there are option periods in their GSA Schedule contract that, if exercised, will cover the BPA's period of performance.

Review of BPAs:

- The ordering activity that established the BPA shall review it at least once a year to determine whether:
  - The schedule contract, upon which the BPA was established, is still in effect;
  - The BPA still represents the best value (see 8.404(d)); and
  - Estimated quantities/amounts have been exceeded and additional price reductions can be obtained.
- The ordering activity shall document the results of its review.

## LABOR CATEGORY DESCRIPTIONS

### Education / Professional Certification / Experience Substitution

3 Years Experience	=	Associates Degree
3 Years & AA <b>or</b> 6 Years Experience	=	Bachelors Degree
2 Years, BS/BA & Relevant Professional Certification <b>or</b> 4 Years & BS/BA <b>or</b> 8 Years Experience	=	Masters Degree
2 Years, MA/MS & Relevant Professional Certification <b>or</b> 4 Years & MA/MS <b>or</b> 8 Years, BA/BS & Relevant Professional Certification <b>or</b> 12 Years Experience	=	Ph.D.

### ANALYST I

**Minimum/General Experience:** 4 years experience.

**Functional Responsibility:** Develops procedures and protocols for conducting analyses. Demonstrates a thorough knowledge of analysis principles, theories and techniques to solve specific problems and formulate solutions. Evaluates complex data and prepares reports of results. The analyst assigned will have experience in the development and implementation of criteria for the collection, compilation and recording of data that allows verification and replication of outcomes through experimentation. May act as the principal investigator, senior researcher, survey methodologist or senior analyst.

**Minimum Education:** Bachelors Degree

### ANALYST II

**Minimum/General Experience:** 6 years experience.

**Functional Responsibility:** Develops procedures and protocols for conducting analyses. Demonstrates a thorough knowledge of analysis principles, theories and techniques to solve specific problems and formulate solutions. Evaluates complex data and prepares reports of results. The analyst assigned will have experience in the development and implementation of criteria for the collection, compilation and recording of data that allows verification and replication of outcomes through experimentation. May act as the senior research analyst, or senior researcher, survey methodologist.

**Minimum Education:** Bachelors Degree

### CONSULTANT I

**Minimum/General Experience:** 4 years experience applying technical and management systems analysis methods to define and develop solutions to consultative, facilitation, survey or training problems and issues. Demonstrated success in the technical direction of lower level multi disciplinary staff.

**Functional Responsibility:** Responsible for the design, development and technical execution of less complex MOBIS projects and supports execution of more complex projects under the direction of a higher level Consultant or a Project Manager. Applies technical and management systems analysis methods to define and develop solutions to consultative, facilitation, survey and training problems and issues. For less complex projects, responsible for determining technical project objectives and selecting or performing/overseeing conceptual and methodological design for the MOBIS project execution. Conducts technical aspects of the MOBIS project, and monitors the execution of less complex project activities. Provides technical direction to lower level members of the project team.

**Minimum Education:** Bachelors Degree

## LABOR CATEGORY DESCRIPTIONS

### CONSULTANT II

**Minimum/General Experience:** 6 years experience applying sophisticated technical and management systems analysis methods to define, develop, and implement solutions to complex consultative, facilitation, survey or training problems and issues. Demonstrated success in the technical direction of large multi disciplinary project teams.

**Functional Responsibility:** Responsible for the design, development and technical execution of complex MOBIS projects in coordination with consultants or a Project Managers. Applies sophisticated technical and management systems analysis methods to define, develop, and implement solutions to complex consultative, facilitation, survey and training problems and issues. Responsible for determining technical project objectives and selecting or performing/overseeing conceptual and methodological design for the MOBIS project execution. Conducts or directs the most technical aspects of the MOBIS project, monitors the execution of all project activities. Provides technical direction to members of the project team.

**Minimum Education:** Bachelors Degree

### CONSULTANT III

**Minimum/General Experience:** 8 years experience applying sophisticated technical and management systems analysis methods to define, develop, and implement solutions to complex consultative, facilitation, survey or training problems and issues. Demonstrated success in the technical direction of large multi disciplinary project teams.

**Functional Responsibility:** Responsible for the design, development and technical execution of complex MOBIS projects in coordination with the Project Manager. Applies sophisticated technical and management systems analysis methods to define, develop, and implement solutions to complex consultative, facilitation, survey and training problems and issues. Responsible for determining technical project objectives and selecting or performing/overseeing conceptual and methodological design for the MOBIS project execution. Conducts or directs the most technical aspects of the MOBIS project, monitors the execution of all project activities. Provides technical direction to members of the project team.

**Minimum Education:** Bachelors Degree

### SENIOR CONSULTANT

**Minimum/General Experience:** 12 years experience applying sophisticated technical and management systems analysis methods to define, develop, and implement solutions to complex consultative, facilitation, survey or training problems and issues. Demonstrated success in the technical direction of large multi-disciplinary project teams.

**Functional Responsibility:** Responsible for the design, development and technical execution of complex MOBIS projects in coordination with the Project Manager. Applies sophisticated technical and management systems analysis methods to define, develop, and implement solutions to complex consultative, facilitation, survey and training problems and issues. Responsible for determining technical project objectives and selecting or performing/overseeing conceptual and methodological design for the MOBIS project execution. Conducts or directs the most technical aspects of the MOBIS project, monitors the execution of all project activities. Provides technical direction to members of the project team.

**Minimum Education:** Bachelors Degree

## LABOR CATEGORY DESCRIPTIONS

### FACILITATOR

**Minimum/General Experience:** 6 years experience.

**Functional Responsibility:** Subject matter specialist supporting studies, analyses, surveys and reporting in support of organizational business improvement projects. Directs and leads successful workshops where ideas/issues are discussed fully and agreement reached as a group. Conducts research and prepare workshop agenda and other documents within a structured framework, arbitrate any debates and constantly elicit questions. Utilizes skills as a facilitator to support students/employees efforts to integrate learned skills effectively into the performance of day-to-day tasks. Works with the client to effectively implement new procedures and technology. May assist client with efficiently meeting needs on a day-to-day basis.

**Minimum Education:** Bachelors Degree

### SENIOR FACILITATOR

**Minimum/General Experience:** 12 years experience.

**Functional Responsibility:** Subject matter specialist supporting studies, analyses, surveys and reporting in support of organizational business improvement projects. Directs and leads successful workshops where ideas/issues are discussed fully and agreement reached as a group. Conduct research and prepare workshop agenda and other documents within a structured framework, arbitrate any debates and constantly elicit questions. Utilizes skills as a facilitator to support students/employees efforts to integrate learned skills effectively into the performance of day-to-day tasks. Works with the client to effectively implement new procedures and technology. May assist client with efficiently meeting needs on a day-to-day basis.

**Minimum Education:** Bachelors Degree

### MASTER FACILITATOR

**Minimum/General Experience:** 15 years experience.

**Functional Responsibility:** Subject matter specialist supporting studies, analyses, surveys and reporting in support of organizational business improvement projects. Directs and leads successful workshops where ideas/issues are discussed fully and agreement reached as a group. Conducts research and prepare workshop agenda and other documents within a structured framework, arbitrate any debates and constantly elicit questions. Utilizes skills as a facilitator to support students/employees efforts to integrate learned skills effectively into the performance of day-to-day tasks. Works with the client to effectively implement new procedures and technology. May assist client with efficiently meeting needs on a day-to-day basis.

**Minimum Education:** Masters Degree

### PROJECT SUPPORT

**Minimum/General Experience:** 2 years general experience.

**Functional Responsibility:** Performs high level project administrative functions including production of presentations, data entry, attending and documenting meetings with the client, proofreading, filing, and report production.

**Minimum Education:** Bachelors Degree

## LABOR CATEGORY DESCRIPTIONS

### PROJECT LEAD

**Minimum/General Experience:** 6 years experience in performing cost, schedule and quality control management and administration of MOBIS consultative, facilitation, survey and training services projects, with demonstrated success in supervising project personnel.

**Functional Responsibility:** Under the supervision of a Project Manager, provides financial management, administration, and schedule control over the activities of one or more specific sub-activities within MOBIS task orders. Supports the Project Manager in project management, configuration management, quality of work, scheduling, and costs control. Requires knowledge of methods and procedures to minimize costs and maximize efficiency in achieving the requirements of the project. Performs evaluations of procedures, processes, models, and systems related to technical and contractual management and reports problems and recommends / implements solutions. Under the guidance of the Project Manager, provides technical and administrative direction for project personnel, including the review of work products for correctness, adherence to the design concepts and user standards, and progress in accordance with schedules. Coordinates with the Project Manager to ensure problem resolution and user satisfaction. Prepares milestone status reports and deliveries and presentations of the finished MOBIS service or product.

**Minimum Education:** Bachelors Degree

### PROJECT MANAGER

**Minimum/General Experience:** 8 years experience in performing cost, schedule and quality control management and administration of MOBIS consultative, facilitation, survey and training services projects, with demonstrated success in supervising project personnel.

**Functional Responsibility:** Under the supervision of a Program Manager, provides financial management, administration, and schedule control over the activities of one or more specific sub-activities within MOBIS task orders. Supports the Program Manager in project management, configuration management, quality of work, scheduling, and costs control. Requires knowledge of methods and procedures to minimize costs and maximize efficiency in achieving the requirements of the project. Performs evaluations of procedures, processes, models, and systems related to technical and contractual management and reports problems and recommends/implements solutions. Under the guidance of the Program Manager, provides technical and administrative direction for project personnel, including the review of work products for correctness, adherence to the design concepts and user standards, and progress in accordance with schedules. Coordinates with the Program Manager to ensure problem resolution and user satisfaction. Prepares milestone status reports and deliveries and presentations of the finished MOBIS service or product.

**Minimum Education:** Bachelors Degree

### PROGRAM MANAGER

**Minimum/General Experience:** 12 years experience in managing and administering MOBIS consultative, facilitation, survey and training services contracts, programs, and projects; with demonstrated success in simultaneously managing multiple projects and supervising all levels of MOBIS project personnel.

**Functional Responsibility:** Plans, organizes, and controls the overall activities of the MOBIS program or contract. Responsible for program management, contract management, configuration management, technical work, quality of work, scheduling, and costs associated with all task orders issued under the contract. Primary client interface conferring with GSA and client agency management on strategic issues and to minimize costs and maximize efficiency in achieving contract requirements. Ensures that all MOBIS activities conform to the terms and conditions of the contract and task ordering procedures and requirements, including cost, schedule and quality parameters. Provides guidance, direction and ultimate management for all MOBIS projects, and reviews all services and products for conformance to client requirements.

**Minimum Education:** Bachelors Degree

## LABOR CATEGORY DESCRIPTIONS

SUBJECT MATTER EXPERT
<b>Minimum/General Experience:</b> 15 years of progressively responsible experience in the particular area of expertise.
<b>Functional Responsibility:</b> Provides expert-level domain and functional consulting, analysis, and methodological design and implementation support to complex MOBIS projects. Has extensive knowledge in an area of specialization that is necessary for effective implementation of the MOBIS schedule.
<b>Minimum Education:</b> Masters Degree

## HOURLY RATES FOR SERVICES

### SINs

**874-1 / 874-1RC: Integrated Consulting Services**  
**874-7 / 874-7RC: Integrated Business Program Support Services**

#### OPTION PERIOD #2

<b>GSA LABOR CATEGORY</b>	<b>Year #11 08/30/2014- 08/29/2015</b>	<b>Year #12 08/30/2015- 08/29/2016</b>	<b>Year #13 08/30/2016- 08/29/2017</b>	<b>Year #14 08/30/2017- 08/29/2018</b>	<b>Year #15 08/30/2018- 08/29/2019</b>
<b>Analyst I</b>	\$123.42	\$125.77	\$128.16	\$130.59	\$133.07
<b>Analyst II</b>	\$157.67	\$160.67	\$163.72	\$166.83	\$170.00
<b>Consultant I</b>	\$170.74	\$173.99	\$177.29	\$180.66	\$184.09
<b>Consultant II</b>	\$179.98	\$183.40	\$186.88	\$190.43	\$194.05
<b>Consultant III</b>	\$192.34	\$195.99	\$199.71	\$203.51	\$207.38
<b>Senior Consultant</b>	\$216.90	\$221.03	\$225.23	\$229.50	\$233.86
<b>Facilitator</b>	\$173.62	\$176.92	\$180.28	\$183.70	\$187.19
<b>Senior Facilitator</b>	\$216.90	\$221.03	\$225.23	\$229.50	\$233.86
<b>Master Facilitator</b>	\$280.16	\$285.49	\$290.91	\$296.44	\$302.07
<b>Project Support</b>	\$103.72	\$105.69	\$107.70	\$109.75	\$111.83
<b>Project Lead</b>	\$173.62	\$176.92	\$180.28	\$183.70	\$187.19
<b>Project Manager</b>	\$192.34	\$195.99	\$199.71	\$203.51	\$207.38
<b>Program Manager</b>	\$216.90	\$221.03	\$225.23	\$229.50	\$233.86
<b>Subject Matter Expert</b>	\$305.47	\$311.27	\$317.18	\$323.21	\$329.35

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire MOBIS Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exceptions for professional employees (FAR 22.1101, 22.1102 and 29CFR541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and/or when the Contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the contracting officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable wage determination number. Failure to do so may result in cancellation of contract.

***Hilton Consulting Corporation - Enabling Better Business Decisions.***